

## 2015 TORCHBEARER AWARDS

# NOMINATION PACKET

**INDIANA COMMISSION FOR WOMEN**  
100 NORTH SENATE AVENUE, ROOM N103  
INDIANAPOLIS, IN 46204  
INFO@ICW.IN.GOV  
WWW.IN.GOV/ICW

## NOMINATION ANNOUNCEMENT

The Indiana Commission for Women (ICW) is seeking nominations for recipients of the **2015 Torchbearer Awards**. The Torchbearer Awards are the State of Indiana's most prestigious recognition of women and will be announced in September 2015, at a special Ceremony.

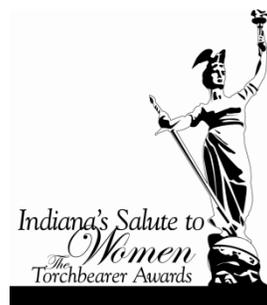
Sponsored and hosted by the ICW Commissioners, the *2015 Torchbearer Awards Ceremony* is the only program in which the State of Indiana recognizes and honors her finest resource—the women of Indiana. Indiana Torchbearers are those women who have stepped forward in all areas of society to carry the light for women. They have led the way for others by breaking down barriers to women's full participation and have become true beacons of light by overcoming challenges that all women face with courage, perseverance and compassion and by creating lasting legacies that serve as an inspiration for all.

***Please help us by nominating a deserving woman.*** Any living individual over the age of 18 is eligible. To submit your nomination online, email the completed form to [info@icw.in.gov](mailto:info@icw.in.gov).

Electronically submitted nomination forms are due on or before **Friday, July 31, 2015**, at 5:00 PM EST.

All printed copy entries must be received in the ICW offices no later than **Friday, July 31, 2015**, at 5:00 PM EST

Thank you for helping the Indiana Commission for Women to celebrate Indiana's finest resource – the women of Indiana.



INDIANA COMMISSION FOR WOMEN

100 NORTH SENATE AVENUE, ROOM N103 | INDIANAPOLIS, IN 46204 | [INFO@ICW.IN.GOV](mailto:INFO@ICW.IN.GOV) | [WWW.IN.GOV/ICW](http://WWW.IN.GOV/ICW)

## NOMINATION GUIDELINES

*Please read carefully. The Council of Judges will consider adherence to these guidelines and procedures when evaluating nominations.*

### Eligibility

Recipients will be selected from a pool of nominated candidates who have demonstrated that they have led the way for other women or have overcome obstacles to make great accomplishments. They are women who have been pioneers in their industries, have inspirational stories that set the standard for other women, have faced tough choices, demonstrated character and have made significant contributions to their communities or to the State of Indiana.

Special consideration will be made for a woman with great leadership and contributions and has demonstrated true commitment to women's progress and extraordinary achievements over the course of her lifetime.

Selection will be based on the recipients' demonstrated achievement in the areas of their professional careers, community leadership and/or public service. Recipients must be living at the time of their nomination. Nominations will be evaluated with considerable attention given to those women who have been pioneers, have removed barriers and/or have made a considerable impact to the advancement of women in Indiana. In addition, attention will be made to achieve geographic diversity. *Current members of the Indiana Commission for Women Board are ineligible.*

### Requirements

- Nominations should be made by corporations, organizations, institutions, associations or individuals and are **limited to one nomination per group/person**. Nominations may be made from organizational divisions and/or regional campuses of institutions
- Nominee must be a resident of the State of Indiana (If the nominee is currently living outside of Indiana because of a temporary commitment, nominee must show intent to return to the state.)
- Nominee has made an important and noticeable contribution to her community or to the state of Indiana by:
  - Making such a contribution under challenging circumstances
  - Setting an example for other Hoosier women and families to affect change for the better
  - Leading the way to making Indiana a better place in which to live, work, and raise a family by removing social/economic/equality barriers
- Nominators must provide:
  - Completed nomination form with all questions answered
  - Biography (up to 500 words)
  - Narrative which summarizes the significant contributions made by the nominee to her community or to the state of Indiana by answering the provided questions
  - Paragraph of testimonial as to why the nominator believes the nominee should be awarded a Torchbearer Award

## Helpful Hints

- The nomination application must be completed in full. Do not enclose the application in a folder or binder.
- A Council of Judges made up of community, government and corporate leaders as well as previous Torchbearer Award recipients will make selections of semi-finalists and honorees. Their decision is final. All nomination forms and supplementary information become the property of the Council of Judges and cannot be returned.
- You may answer questions on a computer-generated duplicate, photocopied form or additional pages. Be sure to identify your nominee on each additional page.
- Answer all questions. Be concise but thorough (Hint: be sure to take time to check spelling and grammar.)
- Focus on the nominee's areas of greatest impact to the advancement of women.
- Provide sufficient background information. Nominators should not assume that the judges know anything about the candidate.
- Please restate the entire question being answered on subsequent pages.
- Any supplemental information should support, not restate, what has already been written. Do not enclose videotapes, scrapbooks and other non-printed materials as they will not be returned. **Please keep any supplemental information to three (3) pages only.**
- All information provided will be verified by the Council of Judges and/or ICW staff.
- Submit the nomination form electronically to [info@icw.in.gov](mailto:info@icw.in.gov) or by mail to:

Torchbearer Awards Nominations  
c/o Indiana Commission for Women  
100 North Senate Avenue, Room N103  
Indianapolis, IN 46204

## NOMINATION FORM

### Step 1 – Nominee Information

Nominee's Name: \_\_\_\_\_ Self-Employed?  Yes  No

Title \_\_\_\_\_ Organization \_\_\_\_\_

Work Address \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Address \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Email Address \_\_\_\_\_

### Step 2 – Organization Submitting the Nomination

Organization \_\_\_\_\_

Contact Person Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Email Address \_\_\_\_\_

### Step 3 – Local people to notify about nomination:

Name of Nominee's Mayor or other local elected officials: \_\_\_\_\_

Name of local newspaper: \_\_\_\_\_

### Step 4 - Signatures of Nominating Organization

Nominator: \_\_\_\_\_

Additional Organizational Representative: \_\_\_\_\_

*How did you hear about the Torchbearer Awards?*

TV  Newspaper  Past Honoree  Friend  ICW Board Member  Mailing

Other (Please specify) \_\_\_\_\_

## Step 5 – Nomination Criteria

Please answer the following questions thoroughly about the nominee by typing two to three paragraphs for each of the questions below. The Indiana Commission for Women and Council of Judges appreciate all of the information you submit and request that you provide as much information as concisely as possible. So, please keep each response to approximately 500 words.

Question 1: Briefly summarize why you believe the nominee should be awarded a Torchbearer Award.

Question 2: Describe the significant contributions made by this nominee to her community, to the state of Indiana or to her industry.

Question 3: Describe how the significant achievements made by this nominee have been accomplished under challenging circumstances and/or how these achievements can be an example for other Hoosier women.

Question 4: Explain how the achievements made by the nominee have made Indiana a better place in which to live, work and raise a family by removing barriers to equality.

Question 5: List the nominee's special honors, awards, special interests, professional affiliations, offices held, professional achievements, and volunteer experience.

Step 6 – Nomination Submission

***Nomination must be received by 5:00 p.m. on July 31, 2015.***

Please mail completed information and materials to:

2015 Torchbearer Awards Nominations  
c/o Indiana Commission for Women  
100 North Senate Avenue, Room N103  
Indianapolis, IN 46204